



Brighter Futures Educational Trust



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Brandles School

Headteacher: Mr Paul Smith | BA (Hons), AVCM |

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CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

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Version Control

V1.1	March 2024	Version control added and Teams has been added under the online training (in red)
V1.2	March 2025	Layout & Name Changes Adding/Change of sections 3, 4.1, 5, 6 ,8, 10, 11 & 12.

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BRIGHTER FUTURES EDUCATIONAL TRUST – CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

1.AIMS

This policy aims to ensure that:

- Suitable education is arranged for pupils on roll who cannot attend school due to health needs
- Pupils, staff and parents understand what the school is responsible for when this education is being provided by the local authority

2. LEGISLATION AND GUIDANCE

This policy reflects the requirements of the [Education Act 1996](#).

It is based on guidance provided by Hertfordshire County Councils Educational Support for Medical Absence (ESMA) service <https://www.hertfordshire.gov.uk/microsites/local-offer/education-support/get-help-to-access-learning/education-support-for-medical-absence.aspX>

3. DETAILED RESPONSIBILITIES

3.1 The Governing Body and Head Teacher/Head of School are responsible for:

1. Ensuring policy implementation and regular review
2. Providing necessary resources and training for staff
3. Monitoring and evaluating policy effectiveness
4. Ensuring robust systems for dealing with health emergencies
5. Appointing a named member of staff responsible for pupils with healthcare needs

3.2 Phase Leaders and SENCo are responsible for:

1. Identifying and assessing pupils with health needs
2. Developing and implementing individual healthcare plans
3. Monitoring pupil progress and reintegration
4. Providing support and guidance to teachers and support staff

3.3 Teachers and Support Staff are responsible for:

1. Understanding confidentiality regarding pupils' health needs
2. Designing inclusive lessons and activities
3. Implementing individual healthcare plans
4. Maintaining regular communication with pupils and families
5. Attending required training

4. THE RESPONSIBILITIES OF THE SCHOOL

The school will work with ESMA to ensure that any pupil of statutory school age who has medical evidence that they are unable to attend school, will receive support in the core subjects (English, Maths

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and Science). The school and ESMA aim to support your child in going back into school, as soon as they are well enough to do so. ESMA Teaching Service uses a variety of tools to support students including:

- Online learning through Teams
- face-to-face teaching by the ESMA Teacher (the number of hours will depend on your child's health needs)
- online face-to-face 1:1 tuition by the ESMA Teacher (the number of hours will depend on your child's health needs)
- education support by the ESMA Teaching Assistant

4.1 If the school makes arrangements

Initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school.

These arrangements may include:

1. Sending work home
2. Providing remote education via online platforms
3. Arranging for a Teaching Assistant to attend the home
4. Creating personalised or part-time timetables

The details of this approach will be agreed with school staff in consultation with parents and relevant agencies. A variety of approaches are available to the school and we will make every effort to personalise the approach that best suits the needs of each pupil.

4.2 If the local authority makes arrangements

If the school can't make suitable arrangements, ESMA will become responsible for arranging suitable education for these children.

In cases where the local authority makes arrangements, the school will:

- Work constructively with the local authority, providers, relevant agencies and parents to ensure the best outcomes for the pupil
- Share information with the local authority and relevant health services as required
- Help make sure that the provision offered to the pupil is as effective as possible and that the child can be reintegrated back into school successfully
- When reintegration is anticipated, work with the local authority to:
- Plan for consistent provision during and after the period of education outside the school, allowing the pupil to access the same curriculum and materials that they would have used in school as far as possible

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- Enable the pupil to stay in touch with school life (e.g. through newsletters, emails, invitations to school events or internet links to lessons from their school)
- Create individually tailored reintegration plans for each child returning to school
- Consider whether any reasonable adjustments need to be made

5. ABSENCES MANAGEMENT

5.1 Authorising Absences:

1. The school will authorise absences due to illness with appropriate medical evidence
2. Parents/carers must provide medical documentation for extended absences

5.2 Notifying the Local Authority:

1. The school will notify the LA when absences exceed 15 days
2. Regular updates will be provided on pupil progress

5.3 Hospital Admissions:

1. The school will maintain contact during hospital stays
2. Educational support and resources will be provided as needed

6. SUPPORT FOR PUPILS

6.1 Making Reasonable Adjustments:

1. Personalised or part-time timetables
2. Access to additional support
3. Online access to curriculum
4. Movement of lessons to accessible rooms
5. Places to rest at school
6. Special exam arrangements

6.2 Communication Methods:

1. School newsletters
2. Emails
3. Invitations to school events
4. Cards or letters from peers and staff

7. MONITORING ARRANGEMENTS

This policy will be reviewed and approved annually by the board of Trustees at Brighter Futures Educational Trust.

8. DEFINITIONS

Medical conditions may include:

1. Physical health issues
2. Physical injuries
3. Mental health problems
4. Emotional difficulties
5. Progressive conditions
6. Terminal illnesses
7. Chronic illnesses

Educational provisions may include:

1. Hospital school
2. Home tuition services
3. Medical PRUs

9. LINKS TO OTHER POLICIES

This policy links to the following policies:

- Accessibility plan
- Child Protection and Safeguarding policy
- Special educational needs and disabilities (SEND) policy
- Attendance policy

10. REINTEGRATION PLANNING

- Creating Reintegration Plans:
- Individual plans developed with pupils and families
- Phased return arrangements where appropriate
- Support mechanisms identified and implemented
- 10.2 Maintaining Consistent Provision:
- Access to same curriculum materials where possible
- Regular communication with school community
- Ongoing support during transition

11. COMMUNICATION PROTOCOLS

- Information Sharing:
- Regular updates on educational progress
- Liaison with healthcare providers
- Communication with parents/carers

12. CONFIDENTIALITY

- Adherence to data protection requirements
- Sharing information on a need-to-know basis
- Obtaining necessary consents